

# ESPB Complaints

The North Dakota Education Standards and Practices Board licenses and regulates teachers and administrators in the state.

The following outlines the law regarding disciplinary action against a licensee.

## Citizen Initiated Complaints

NDCC 15.1-13-24 &  
NDAC 671.-01-01-02(4)

- 1 A citizen makes a complaint and completes a **REQUEST FOR INQUIRY** form.
- 2 The ESPB sends the form to the licensee, who has 20 days to respond.
- 3 When the response is received the citizen's complaint is put on the **AGENDA** of the next board meeting

4 **AT THE MEETING, THE BOARD REVIEWS WRITTEN DOCUMENTATION AND HAS THREE OPTIONS**

REQUEST  
ADDITIONAL  
INFORMATION

DISMISS THE  
COMPLAINT

INITIATE  
FORMAL  
DISCIPLINARY  
PROCEEDINGS

## Board Initiated Proceedings

NDCC 15.1-13-25 &  
NDAC 671.-01-01-02(3)

Board votes to initiate disciplinary proceedings

(NDCC Chap. 28-32 is triggered)

A **COMPLAINT** is filed and served on the licensee

Licensee has 20 days to file an **ANSWER**

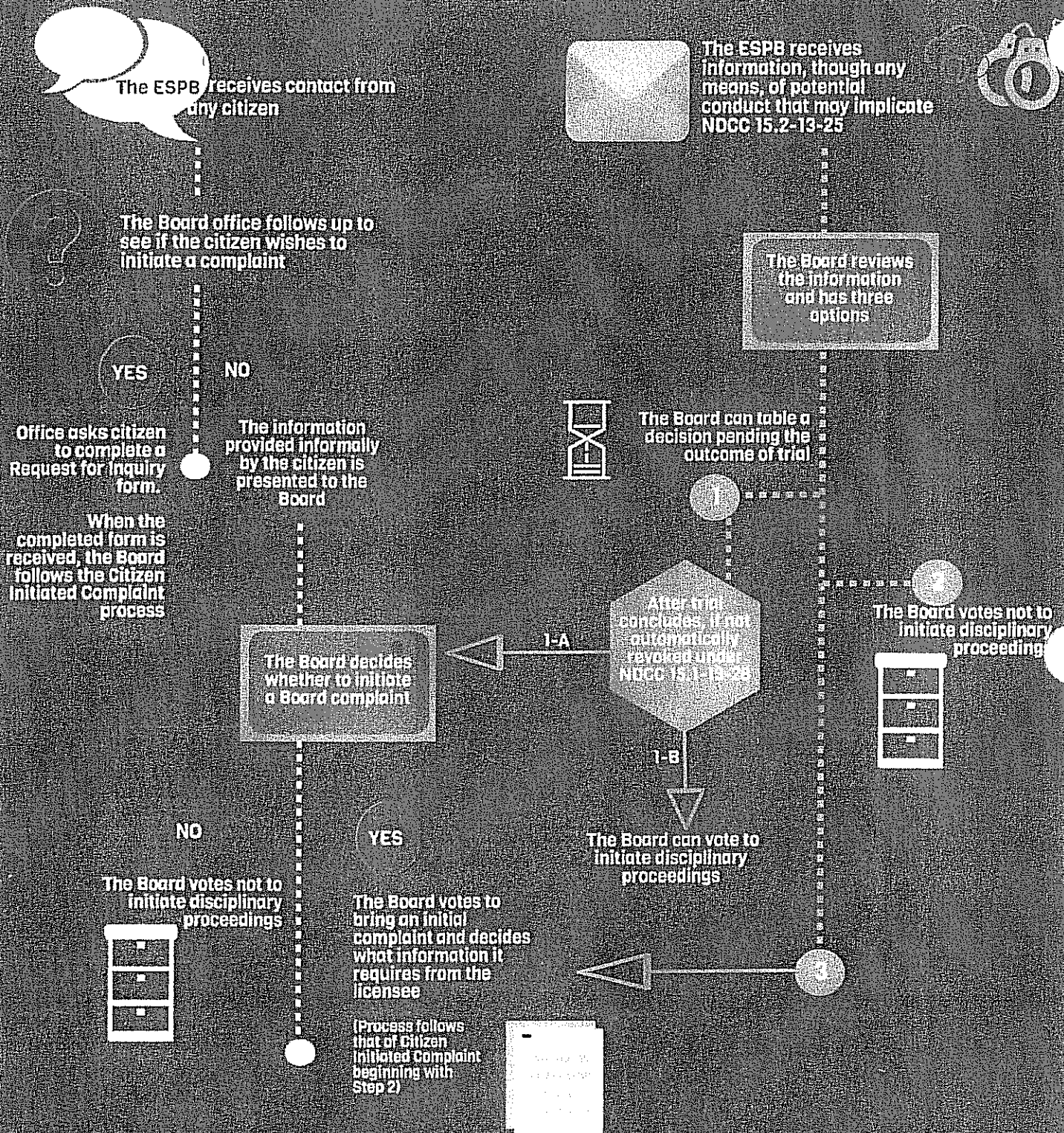
There is a period of time for "Discovery," after which an **ADMINISTRATIVE HEARING** is held

The Administrative Law Judge issues recommended **FINDINGS AND ORDER**. The Board has three options:

- a Adopt the recommendations
- b Amend the recommendations
- c Issue its own findings

**BOARD ISSUES A FINAL ORDER**

# Education Standards & Practices Board PROPOSED PROCEDURE



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